

EXHIBIT 13-A SHORT FORM RIGHT OF WAY CERTIFICATION FOR LOCAL ASSISTANCE PROJECT (OFF-STATE HIGHWAY SYSTEM PROJECT USING FEDERAL FUNDS)

NAME OF THE LOCAL PUBLIC AGENCY

Please Note:

This form is intended for projects that do NOT require R/W acquisition, relocation assistance, have NO railroad involvement, and the **ONLY utility relocation** involvement is limited to utility cover adjustments.

PROJECT: _____

Federal Program (if available)

Project Location

For each item below, Select the ONE option most suitable to your project. If the chosen option directs you to use Form 13-B, please stop. This Short Form is not applicable to your project. Instead, the Right of Way Certification Form (Exhibit 13-B, LAPM) should be utilized.

General DescriptionRIGHT OF WAY CERTIFICATION No. 1**1. STATUS OF REQUIRED PROPERTY RIGHTS:**

<input type="checkbox"/>	No acquisition of right of way is required. All proposed work is within existing right of way.
<input type="checkbox"/>	Right of way has been acquired in accordance with applicable policy and procedure covering the acquisition of real property. LPA has legal and physical possession, right to enter, and required permits. If this box is checked, please use form 13-B

2. STATUS OF AFFECTED OPERATING RAILROAD FACILITIES:

<input type="checkbox"/>	None affected.
<input type="checkbox"/>	The _____ Railroad has approved the proposed work, which is within their right of way but does not require the adjustment of railroad facilities. The necessary clauses will be placed in the contract special provisions. If this box is checked, please use form 13-B
<input type="checkbox"/>	The _____ Railroad (and when needed, the Public Utilities Commission) has approved the proposed work, which is within the railroad right of way and does require the adjustment of railroad facilities. The railroad, or its contract forces, will provide the necessary labor, materials and/or equipment to adjust their facilities. The necessary clauses will be placed in the contract special provisions. If this box is checked, please use form 13-B

3. MATERIAL SITE(S):

<input type="checkbox"/>	None required.
<input type="checkbox"/>	Material site(s) required. If this box is checked, please use form 13-B

4. DISPOSAL SITE(S):

<input type="checkbox"/>	None required.
<input type="checkbox"/>	Disposal site(s) required. If this box is checked, please use form 13-B

5. STATUS OF REQUIRED UTILITY RELOCATIONS (Check all that apply)

<input type="checkbox"/>	No relocation required. Existing utilities located within project limits are shown on Project Plan
<input type="checkbox"/>	Utility involvement is limited to adjusting UTILITY COVERS (manhole cover, water valve cover, and box lids) to grade. If this box is checked, please complete page 4 of this form entitled "Utility Cover Adjustment Summary".
<input type="checkbox"/>	All utility work (other than the adjustment of utility covers) has been completed. If this box is checked, please use form 13-B
<input type="checkbox"/>	All utility work (other than the adjustment of utility covers) will be completed by a stated date prior to award of the contract. If this box is checked, please use form 13-B
<input type="checkbox"/>	All necessary arrangements have been made for the completion of all remaining utility work (other than the adjustment of utility covers) required to be coordinated with project construction. Arrangements have been made with the owners of all utility encroachments which will remain within the right of way of the project so that adequate control of the right of way will be achieved. If this box is checked, please use form 13-B
<input type="checkbox"/>	Utility facilities (other than the adjustment of utility covers) will be relocated by Project's Contractor under bid items. If this box is checked, please use form 13-B

6. RIGHT OF WAY CLEARANCE

<input type="checkbox"/>	There are no improvements or obstructions located within the limits of this project
<input type="checkbox"/>	All right of way clearance work has been completed and there are no improvements or obstructions remaining within the right of way area required for construction. If this box is checked, please use form 13-B
<input type="checkbox"/>	All necessary arrangements have been made for remaining right of way clearance work to be undertaken and completed as required for proper coordination with the construction schedule. If this box is checked, please use form 13-B

7. AIRSPACE AGREEMENTS

<input type="checkbox"/>	There are no airspace lease properties within the limits of this project.
<input type="checkbox"/>	All necessary arrangements have been made with airspace lessee(s) and/or in Contract Provisions to minimize conflicts between lessee's activities and contractor's operations. If this box is checked, please use form 13-B
<input type="checkbox"/>	Airspace lease has been cancelled. If this box is checked, please use form 13-B
<input type="checkbox"/>	Other: (If this box is checked, please use form 13-B)

8. COMPLIANCE WITH RELOCATION ASSISTANCE PROGRAM REQUIREMENTS

<input type="checkbox"/>	Compliance was not required as there were no displacements for this project.
<input type="checkbox"/>	Occupants who have not yet moved from the right of way will be protected against unnecessary inconvenience and disproportionate injury or any action coercive in nature. If this box is checked, please use form 13-B
<input type="checkbox"/>	LPA has complied with all the steps relative to relocation advisory assistance and payments as required by applicable policy and procedure, and no person has been required to relocate without at least 90 days' written notice. If residential relocation was involved, all individuals and/or families have been relocated to decent, safe and sanitary housing, or the LPA has made replacement housing available to the displacees. If this box is checked, please use form 13-B

9. COOPERATIVE AGREEMENTS

<input type="checkbox"/>	None Required.
<input type="checkbox"/>	Agency Agreement No. (If checked, please attach a copy)

10. ENVIRONMENTAL MITIGATION

<input type="checkbox"/>	No environmental mitigation parcels are required for this project
<input type="checkbox"/>	All environmental mitigation parcels on this project have been acquired If this box is checked, please use form 13-B
<input type="checkbox"/>	Acquisition of environmental mitigation parcels is ongoing. If this box is checked, please use form 13-B

11. CERTIFICATION

I hereby certify the Right of Way on this project as conforming to 23 CFR 635.309(C)(1) . The project may be advertised with contract award being made at any time.

12. INDEMNIFICATION BY LOCAL AGENCY

This Local Public Agency agrees to indemnify, defend, and hold harmless the Department of Transportation (Caltrans) from any and all liabilities which may result in the event the right of way for this project is not clear as certified. LPA shall pay from its own non-matching funds, any costs which arise out of delays to the construction of the project because utility facilities have not been removed or relocated, or because rights of way have not been made available to LPA for the orderly performance of the project work.

LOCAL PUBLIC AGENCY

By: _____

Title: _____

Date: _____

Authorized by Resolution No. _____

Dated: _____

CALTRANS ACCEPTANCE

The undersigned Caltrans Official has reviewed this Right of Way Certification as to form and content. Based on the review of the documents submitted, the Certificate is accepted on behalf of the local public agency. It remains the sole responsibility of the local public agency to ensure compliance with the Federal Uniform Act.

Accepted as to form and content:

By: _____

Title: _____

Date: _____

Distribution: 1) Local agency completes this form, signs and sends it to the DLAE.
2) DLAE sends a copy to District Right of Way Local Program Coordinator, keeps a copy for his/her files, and sends the signed original back to the local agency.

UTILITY COVER ADJUSTMENT SUMMARY

Items to be disclosed on this summary include: Covers of utility facilities, either **publicly owned** (by City/County and other public agencies, including this project sponsoring agency) or **privately owned** that **services the general population**. Utility covers of facility that directly services the street/roadway operation (such as electric pull box which services streetlight, traffic signals) do not require disclosure on this form.

a) PHYSICAL COVER ADJUSTMENTS PERFORMED BY OWNER

(MS Word format: Tab from the last cell to add additional row)

Notice #	Notice Date	Owner	Liability % Owner / LPA	Type of Facility	Encroachment Permit #	Federal Participation Yes (Y)* No (N)

b) UTILITY COVER ADJUSTMENTS WILL BE PERFORMED BY PROJECT CONTRACTOR

(MS Word format: Tab from the last cell to add additional row)

Bid Item #	Notice #	Notice Date	Owner	Liability % Owner / LPA	Type of Facility	Federal Participation Yes (Y) No (N)

c) FEDERAL PARTICIPATION

<input type="checkbox"/> Yes <input type="checkbox"/> No	The adjustments comply with the 23 CFR 645.119 and the RW Utility Relocation process in Chapter 14 of the Local Assistance Procedures Manual (LAPM)
<input type="checkbox"/> Yes <input type="checkbox"/> No	These adjustments are required as the direct results of the proposed construction activities and the local agency is legally liable to pay for the adjustment
<input type="checkbox"/> Yes <input type="checkbox"/> No	Project has received Federal Authorization to Proceed (E-76) for RW Utility Relocation
<input type="checkbox"/> Yes <input type="checkbox"/> No	Adjustments specified for Federal participation have received FHWA Specific Authorization (Exhibit 14-C, LAPM) approval?

Note: Any adjustments not meeting the above requirements do not qualify for Federal participation.